



Senior Program Associate - ECWL Job Announcement

Department: Equity and Conservation on Working Lands (ECWL)

Reports To: Senior Program Manager

Supervisory: No

Status: Full-Time

Classification: Hourly, Non-Exempt

Hiring Salary Range: \$65,000 - \$80,000

Job Location: Remote within San Diego County

Position Summary

The Senior Associate is a critical member of FarmLink's Equity and Conservation on Working Lands (ECWL) Division, part of the Land and Business Department (LAB), which includes land tenure experts, farm business educators, and technical assistance providers. This role will report to and work closely with ECWL's Senior Program Manager and Program Manager to support FarmLink's Land Access Program, Land Portal, and community outreach tailored to the needs of agricultural producers in Southern California. The Senior Associate will be the first FarmLink staff member dedicated to the Southern California region, enabling access to our services and programs and those of our partners.

Essential Duties and Responsibilities

Under the supervision of the Senior Program Manager:

Community Outreach

- Establish a FarmLink presence in Southern California, and San Diego County in particular, cultivating relationships with farmers, farmer-serving organizations, and institutions, to increase access to relevant resources and services related to land access, lending, business education, succession, and other programs.

Landholder Education and Recruitment

- Support landholder education and recruitment efforts to expand FarmLink's pool of quality land opportunities shared through the Land Portal, a user-generated platform connecting landseekers and landholders.

Program Development

- Pilot a cohort-model land access program that couples group education, field tours, and individual linking support in the San Diego region. Conduct outreach to farmers and ranchers to provide education and support in accessing land and securing tenure.

Client Intake

- Management of the Land Portal intake and client navigation processes, including:
 - Technical troubleshooting.
 - Assessing technical assistance needs and program eligibility.
 - Connecting clients with internal programs/services and external service providers and partners.
 - Supporting the development of new and improved program assets and strategies for increased access and efficacy for clients.
 - Providing additional support as needed to assist Spanish speaking landseekers, landholders, and farm businesses with online form submission, profile and/or land listing creation, and navigation of services.

Cross-Program Coordination

- Work with the LAB Team, Lending Department, and any other relevant departments to support cross-program initiatives that integrate FarmLink's ecosystem of products and services.

Resource Development and Maintenance

- Support with maintenance and development of program assets related to ECWL services in English and Spanish to support client learning and access to programs.

Public Representation

- Represent FarmLink at local, state, and national workshops, events, and conferences through workshop participation and coordination, logistics planning, and communication with partners.

<h2>Requirements</h2>

Required

- Ability to fluently communicate the written and spoken word with tact, simplicity, and accuracy in English and Spanish.
- Ability to develop and maintain rapport with members of FarmLink's community while demonstrating respect and confidentiality.
- Strong proficiency in Google Suite & Microsoft Office (Word, Excel & PowerPoint), and CRM software (i.e., Salesforce), and other software is a plus.
- Highly organized, with the ability to thrive in a fast-paced, dynamic environment with shifting priorities.
- Strong multitasking, prioritization, and deadline management skills, even when handling interruptions.
- Excellent customer service skills, with the ability to be both empathetic and firm in communications.
- Enthusiasm for working collaboratively in a team environment, with the ability to work independently.
- Ability to travel to and attend occasional in-person classes, conferences, and meetings in Southern California (and occasionally throughout the state and country). A personal car is preferred. California FarmLink will reimburse you for mileage and expenses based on federal travel and per diem rates.

Physical Requirements

- Reside in San Diego County.
- Frequent sitting, keyboarding, standing, and walking.
- Work may require extended time on the telephone or conducting one-on-one or small group meetings.
- Occasional presentations to large groups (20+) may be required.

Highly Desirable

- AA or a Bachelor's degree in business, agriculture, community development, education, environmental studies, agronomy, or other related field, or the equivalent combination of education and work experience.

- Experience with agriculture, knowledge of Community Development Financial Institutions or Farm Credit, agricultural business, and the economic and political drivers of the agricultural economy.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change over time.

Who We Are

California FarmLink invests in the prosperity and well-being of farmers, ranchers, and fishers who have limited access to financial resources. FarmLink envisions a healthy food system where farmers and ranchers have opportunities to build wealth and conserve natural resources. We strive for equitable access to opportunity, resilient working landscapes, fairness and accountability, and learning from small farmers and ranchers from all walks of life. As a 501(c)(3) non-profit Community Development Financial Institution (CDFI), FarmLink has established one of the nation's most robust economic engines to support farmers of color and invest in the success of small farms, ranches, and fishing businesses in California.

FarmLink is a growing, fast-paced organization made up of energetic professionals dedicated to making change in their communities. We strive to foster a collaborative, team-oriented workplace that supports innovative and entrepreneurial approaches to small business development. FarmLink seeks people inspired by a passion for issues of sustainability, regenerative agriculture, and social equity in California agriculture.

California FarmLink offers a generous benefits plan, including health insurance after 30-60 days (depending on start date), employer contribution to a 403b retirement plan, paid vacation, and a family-friendly and flexible work environment. California FarmLink maintains a drug-free workplace and is an equal-opportunity employer. We seek candidates who represent the diversity of the communities we serve and strongly encourage you to apply.

How To Apply

Please use the subject line "ECWL Senior Program Associate" and email a thoughtful cover letter explaining your interest in the position and our organization, along with your resume to:

humanresources@cafarmlink.org. No phone calls, please.

Posted: April 1, 2025. Applications accepted until position is filled.

California FarmLink is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.